

NATIONAL CAPITAL PLANNING COMMISSION

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July 17, 1978

NCPC File No. 1485

M E M O R A N D U M

TO : Admiral Stansfield Turner
Director of Central Intelligence

FROM : David M. Childs, Chairman *DM Childs*

SUBJECT: Submission for Commission Review of Annual Budget Estimates for Fiscal Year 1980 in Accordance with Office of Management and Budget Circular No. A-11 and Capital Improvements Program Recommendations for FY 1980-1985 in Accordance with Section 7(a) of the National Capital Planning Act of 1952, as amended.

As the central planning agency for the Federal Government, the National Capital Planning Commission is responsible for planning the appropriate orderly development of the Federal Establishment in the National Capital. Part of the Commission's annual responsibilities include the review of the fiscal year capital outlay requests and the six-year capital improvements program recommendations proposed by affected Federal agencies in the Washington metropolitan area and the preparation of a six-year Federal Capital Improvements Program for the National Capital Region.

Each year in July, we send a letter to the head of each Federal agency and department with facilities in the Washington area requesting their cooperation in both of these areas of responsibility.

Fiscal Year Budget Requests

Section 11.5 of Office of Management and Budget Circular No. A-11 provides that "estimates for construction of public works in the National Capital area will be submitted only after the agency has consulted with the Commission in the preparation of plans and programs." The National Capital Region is defined by the National Capital Planning Act of 1952, as amended (40 U.S.C. 74), as "the District of Columbia; Montgomery and Prince George's Counties in Maryland; Arlington, Fairfax, Loudoun and Prince William Counties in Virginia; and all cities now or hereafter existing in Maryland or Virginia within the geographic area bounded by the outer boundaries of the combined area of said counties."

The Office of Management and Budget has indicated that Federal agencies should submit their Fiscal Year 1980 Budget Requests to it by September 1, 1978. Accordingly, all Federal agencies intending to submit FY 1980 requests for land acquisition or construction projects in the

Region to the Office of Management and Budget should provide the Commission with copies of these requests as early as possible prior to that time.

Six-Year Capital Improvements Program

At the same time, we request that your agency submit to the Commission, pursuant to Section 7(a) of the Planning Act, a capital improvements program in addition to the Fiscal Year 1980 Budget Requests if your agency is considering any land acquisition or development proposals in the National Capital Region in Fiscal Years 1981-1985. The Fiscal Year 1980 Budget Request required under A-11 will in effect be the first year of the Program and is usually referred to as the Capital Budget. This will permit the Commission to consider your six-year program recommendations as part of its FY 1980 Capital budget reviews and recommendations to the Office of Management and Budget this fall.

Last year with the cooperation and technical assistance of the twenty-one affected Federal agencies, the Commission prepared a Federal Capital Improvements Program for the National Capital Region, Fiscal Years 1979-1984. The Program was adopted by the Commission on June 8, 1978 and has been officially transmitted to the OMB and Federal agencies pursuant to Section 7(a) of the National Capital Planning Act of 1952, as amended. This Program is recommended as a basic guideline for the annual review and revision of capital improvements program recommendations by the affected Federal agencies prior to submitting their revised program recommendations to the Commission.

The cooperation of all Federal agencies proposing land acquisition or development in the Region during the FY 1980-1985 pursuant to Section 7(a) of the Act is needed to maintain and improve the Federal capital improvement programming process in the National Capital Region.

We are enclosing a copy of the "Instructions for the Preparation and Submission by Affected Federal Agencies of Recommended Capital Budget and Capital Improvements Program in the National Capital Region: Fiscal Years 1980-1984". These instructions contain a description of the Program and its objectives, the forms that need to be filled out with related explanatory materials, the Comprehensive and Master planning framework for capital programming in the Region and a summary of the two-stage process anticipated for the Commission's preparation of the recommended Federal Capital Improvements Program for the National Capital Region, Fiscal Years 1980-1985. These Instructions have been modified somewhat from those transmitted last year to reflect the experience we have gained during the second year of this new process and the Commission's General Recommendations adopted in the 1979-1984 Program. These modifications are summarized in the Introduction to the Instructions.

Submission Schedule

You are urged to submit your requests and recommendations as soon as possible so that the Commission may submit its recommendations thereon to OMB in a timely fashion. The schedule for submission of agenda items as approved by the Commission for the next two Commission meetings is as follows:

Deadline for Submission

August 16, 1978

September 13, 1978

Meeting Date

September 7, 1978

October 5, 1978

If your agency has no plans to submit land acquisition or construction requests for Fiscal Years 1980 through 1985, please advise the Commission in writing.

If you have any questions regarding this matter or the procedure for submission to the Commission, please contact Gregory Bassett, Assistant Director for the Capital Improvements Program Branch on 724-0205.

Thank you again for your cooperation.

Attachment

Federal Capital Improvements Program For the National Capital Region

Instructions for the Preparation and Submission by
Affected Federal Agencies of Recommended Capital
Budgets and Capital Improvements Programs for the
National Capital Region: Fiscal Years 1980 - 1985



July 1978

National Capital Planning Commission
1325 G Street, N.W.
Washington, D. C. 20576

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